

To:

From:

Re: Request to Attend the Regional Title 31, Suspicious Activity & Risk Assessment Conference

I'm writing to ask for approval to attend the Regional Title 31, Suspicious Activity & Risk Assessment Conference on May 16<sup>th</sup> – May 17<sup>th</sup>, 2017 in Niagara Falls, NY. This event features two full days of learning how to successfully adhere to Title 31 Federal Regulations for large currency tracking, identifying AML, OFAC, FACTA and PCI risks, and developing a comprehensive risk assessment. It's the only conference that brings together compliance professionals in the Casino community and even gives attendees direct access to field experts.

As one of the most affordable conferences today, the early-bird \$595\* registration fee includes:

- Access to the conference
- Complimentary Breakfast and Lunch daily
- Hands on workshops

My goal is to return from the Regional Title 31, Suspicious Activity & Risk Assessment Conference with a list of ideas that I can share and begin to immediately implement into our Casino. In particular, I'd like to focus on the following at the conference:

- Understand Casino personnel compliance responsibilities
- Develop a comprehensive internal training program
- SAR Compliance
- IRS Audit Processes

**Here's an approximate breakdown of costs:**

Airfare:	\$
Hotel (group rate for 2-night stay)	\$230
Breakfast and Lunch for 2 days	Included
<u>Registration Fee:</u>	<u>\$ 595*</u>
Total:	\$

*\*based on early registration pricing until Dec 31st*

I know this event will deliver incredible value, inspire me with new ideas and provide concrete examples to take our Casino to the next level.

Thank you for considering this request. I look forward to your reply.

Regards,